

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION**Minutes of Meeting****October 20, 2008**

Members of the State Board for Career and Technical Education met at 10:00 a.m. on Monday, October 20, 2008, in the Fort Union Room, State Capitol, Bismarck. The meeting was called to order by Mr. Darrel Remington, Chair. The following members were present:

Ms. Maren Daley, Member
Mr. Brian Duchscherer, Member
Mr. William Goetz, Member
Mr. Jeff Lind, Member
Dr. Wayne Sanstead, Member
Ms. Susan Stibbe, Member
Ms. Rita Wilhelmi, Member

Wayne Kutzer, Dwight Crabtree, Brenda Schuler, Curt Dahme, Vicki Neuharth, Nicole Wright, Ann Dietchman, Andrea Wike, Dr. Mari Borr, Dr. Brent Young, and John Lynch were also present.

CONSIDERATION OF SEPTEMBER 23, 2008 MINUTES – Mr. Lind moved and Dr. Sanstead seconded to approve the minutes of the September 23, 2008 meeting as presented. The motion passed unanimously.

FINANCIAL REPORT – Mr. Kutzer reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended September, 2008.

Following a brief discussion, Ms. Daley moved and Ms. Stibbe seconded to approve the financial reports as presented. The motion passed unanimously.

STATE AUDIT REPORT – Ms. Andrea Wike, State Auditors Office, reviewed the Department of Career and Technical Education's Audit Report, reporting that one

recommendation was made regarding Fraud Risk Assessment. Ms. Wike stated that all state agencies were issued this recommendation due to new standards that are being set up.

Mr. Kutzer reported that the agency will implement a fraud risk assessment policy once the Office of Management and Budget provides the guidelines.

Following discussion, the board agreed that it would have been more appropriate for the guidelines to be provided to state agencies rather than all agencies receiving a formal recommendation.

Following more discussion, Mr. Goetz moved and Mr. Duchscherer seconded to accept the State Auditor's Report. The roll call vote was as follows:

Ms. Stibbe - aye
Mr. Duchscherer – aye
Mr. Lind - aye
Ms. Wilhelmi – aye
Dr. Sanstead – aye
Mr. Goetz – aye
Ms. Daley - aye
Mr. Remington – aye

The motion passed unanimously.

DIRECTOR'S REPORT – Mr. Kutzer reported that he received many good comments about the joint boards meeting including the good interaction among the boards.

Mr. Kutzer stated that as a result of the passage of the Alignment Resolution, during the joint meeting, legislation is currently being worked on to form an Alignment Commission. Mr. Kutzer will keep the board informed on this issue.

Mr. Kutzer reported on the Innovation Grants, stating that all grants must impact K-12 students. All submitted applications were approved for a total of six secondary schools and four postsecondary programs receiving funding.

Mr. Kutzer then distributed and reviewed two publications: The College of Human

Development and Education and the North Dakota Business Report, reporting that the articles in the publications are not only positive for career and technical education but also provide good information.

The Career Outlook was also distributed. This publication is published by the agency and given to counselors, all middle and high school students, and any others who request it. The Outlook provides career information for students, parents and teachers.

Mr. Kutzer then reported that four schools (Wing, Surrey, Rolla and Fort Yates) still need to submit their LCAP information for the consolidated annual report. It appears that the four schools will complete the information by the end of the week.

Discussion was held on whether the information that is gathered through Powerschool can be brought into the STARS system. Mr. Kutzer responded that some schools are uploading data using Powerschool and that legislation is being written to provide all schools with Powerschool so that they would have the ability to upload their data into STARS. Mr. Crabtree reported that training will be provided to schools to show them how to import data from Powerschool to STARS.

Mr. Kutzer reported on the proposed North Dakota Opportunity Grant legislation that would allow students who meet certain criteria, which includes career and technical education, to receive tuition reductions up to full tuition being paid by 2019. The estimated cost is \$40 million. A copy of the proposed legislation will be sent to all board members.

Mr. Goetz voiced his concern on the challenges of Measure 1 and 2 that will be on the November ballot. The board agreed that the word needs to get out about the affect the measures would have on local and state government and especially on education.

COOPERATIVE ARRANGEMENT REQUESTS – Ms. Vicki Neuharth presented this information and explained the four different types of cooperative arrangements being

requested: three schools transporting students; nine schools sharing instructors; 86 cooperative agreements using ITV, and three school districts sharing on-line programs.

Following discussion, Mr. Kutzer explained the reimbursement guidelines for the various types of cooperative arrangements.

Following discussion, Dr. Sanstead moved and Ms. Wilhelmi seconded to approve the cooperative arrangements as presented. The roll call vote was as follows:

Ms. Stibbe - aye
 Mr. Duchscherer – aye
 Mr. Lind - aye
 Ms. Wilhelmi – aye
 Dr. Sanstead – aye
 Mr. Goetz – aye
 Ms. Daley – absent and not voting
 Mr. Remington – aye

The motion passed unanimously.

2008-09 REVISED BUDGETS – Mr. Kutzer reviewed the revised budget and explained the various programs, reporting that there is an unobligated balance of \$158,766. Mr. Kutzer reported that if there are any funds remaining at the end of the biennium, those funds will go out to schools.

Mr. Kutzer explained the new and expanded program requests totaling \$33,299, and reported that this list includes expansion requests of two or more periods a day.

Mr. Kutzer then explained the programs in the Carl Perkins obligations budget, reporting that the deficit balance of \$2,050 will be recovered due to schools not spending all of the money budgeted for various reasons.

The Carl Perkins Grants to Schools programs totaling \$3,487,533 and the \$485,496 Reserve Funds were also reviewed.

Following discussion, Mr. Kutzer recommended approval of the requests as presented.

Following more discussion, Ms. Stibbe moved and Dr. Sanstead seconded to approve the budget and the expanded and new program requests as presented. The roll call vote was as follows:

Ms. Stibbe - aye
 Mr. Duchscherer – aye
 Mr. Lind - aye
 Ms. Wilhelmi – aye
 Dr. Sanstead – aye
 Mr. Goetz – absent and not voting
 Ms. Daley – absent and not voting
 Mr. Remington – aye

The motion passed unanimously.

APPROVAL OF FAMILY AND CONSUMER SCIENCES STANDARDS – Ms.

Nicole Wright, Research and Curriculum Administrator, reporting that a committee of instructors followed national standards in putting together the state standards. Ms. Wright explained the standards process and reported that the crosswalk is broken out competency by competency.

Discussion was held as to how standards information is provided to schools and how does CTE or the school administrator know if the standards are being used by the instructor. In response, Ms. Neuharth, Family and Consumer Sciences Supervisor, reported that standards are reviewed during program evaluations and school visits and that the information has also been provided during the Professional Development Conference.

Following more discussion and based on Ms. Wright and Ms. Neuharth's recommendation, Ms. Wilhelmi moved and Ms. Stibbe seconded to approve the Family and Consumer Sciences Standards as presented. The roll call vote was as follows:

Ms. Stibbe - aye
 Mr. Duchscherer – aye

Mr. Lind - aye
 Ms. Wilhelmi – aye
 Dr. Sanstead – aye
 Mr. Goetz – absent and not voting

Ms. Daley – absent and not voting
 Mr. Remington – aye

The motion passed unanimously.

APPROVAL OF AUTOMOTIVE COLLISION STANDARDS – Ms. Wright provided an overview of the curriculum standards and crosswalks, stating that along with instructors, there was excellent industry representation on this committee.

Following discussion, Dr. Sanstead moved and Ms. Wilhelmi seconded to approve the Automotive Collision Standards as presented. The roll call vote was as follows:

Ms. Stibbe - aye
 Mr. Duchscherer – aye
 Mr. Lind - aye
 Ms. Wilhelmi – aye
 Dr. Sanstead – aye
 Mr. Goetz – absent and not voting
 Ms. Daley – absent and not voting
 Mr. Remington – aye

The motion passed unanimously.

MATH IN CTE – Dr. Brent Young and Dr. Mari Borr presented the Math in CTE project, both agreeing that it was a success.

Dr. Young reported on the statistical analysis that showed the improvement of the Agriculture Education and Family and Consumer Sciences students' achievement in math by using Math in CTE during the past school year.

Dr. Borr reviewed how the process will be run during the 2008-09 school year, explaining that besides the math instructors that are needed, they hope to have 15 instructors from both the Family and Consumer Sciences and Agriculture area, along with two new areas with 10

instructors from each of those areas involved in the program.

Following discussion, the board agreed that the Math in CTE project is having a positive impact on students and they fully support the continuation of the project.

FUTURE SBCTE MEETINGS – The November board meeting will be held in Bismarck on Monday, November 17, 2008.

The January board meeting will be held in Bismarck on Tuesday, January 20, 2009.

The February board meeting will be held in Bismarck on Tuesday, February 17, 2009.

The meeting adjourned at 12:13 p.m.

Respectfully submitted,

Mr. Darrel Remington
Chairperson